

**SPRING CITY BOROUGH COUNCIL MEETING
SEPTEMBER 7, 2021**

CALL TO ORDER

President Shaner called the meeting to order and lead the pledge of allegiance to the Flag.

ATTENDANCE

Council members Bauman, Kern, Shaner and Sweeney were present, along with Mayor Dona Kern, Solicitor Matthew Hovey, Borough Manager Dennis Rittenhouse, and Assistant Borough Manager Kisha Tyler.

APPROVAL OF THE AUGUST 2, 2021 COUNCIL MEETING MINUTES

Motion made by Mr. Sweeney to approve the August 2, 2021 minutes; motion seconded by Mr. Kern. All in favor, motion carried.

MAYOR

Mayor Kern reported that she attended a ribbon cutting at the Citgo on Route 724; that the free smoke detector distribution sponsored by Royersford Fire Company was a huge success; and that damage sustained at borough hall from hurricane/tropical storm Ida. The mayor suggested council consider construction of a new building.

COMMUNICATIONS

Thank you letters from both the Spring City Free Library and the Spring-Ford Historical Society for the Borough's donations were received.

COMMITTEE REPORTS

Streets Department: 87.7 tons of refuse was transported to the landfill; there were 37 bulk pickups and 14.7 tons of yard waste collected in August. All borough properties were maintained; various potholes patched, a 2nd stop sign was installed at Wall Street and Pikeland Avenue; the stormwater inlet box at New and Cedar Streets was rebuilt; painting of crosswalks was completed.

Sanitation & Surface Water: The monthly flow for August was 284,000 gallons per day. The maximum flow of 513,000 gallons occurred on August 19. Routine and preventive maintenance was performed weekly; a shear pin was replaced on clarifier #3; PA DEP performed a mosquito inspection and found no issues; Vortex Services is anticipated to start sewer repairs on the Gay Street line this month.

Police Department: 210 calls in August for various police matters; 11 citations/tickets were issued, and 2 criminal arrests made (the full report is on file).

Police Committee: The committee met August 19th, attendees were Chief White, Mayor Kern, Council President Shaner, Councilors Sweeney and Kern. Personnel matters and equipment needs were discussed, as was the possibility of a self-defense academy locating its business in the borough. Spring-Ford school district will be equipping buses with cameras to capture “stop arm” violators and coordinate with the police department on enforcement. A stronger police presence at the elementary school is needed to curtail speeding through the school zone. In addition to speeding, other concerns included reporting of streetlight outages while on patrol, tracking dumpsters, delivery trucks parking in the middle of the street, and the increase of homeless people in the borough.

Zoning, Housing and Property: 12 permits issued in August; total fees collected = \$2,415.00

Parks and Recreation: The committee met August 19th and discussed the TAR concert at Brown Street Park on August 20, the Music and Market Festival on October 2, the Halloween Parade on October 25, and the Christmas Tree Lighting set for December 4. Further details on the events will be posted on the website and social media.

Emergency Services and Public Safety:

EMC Coordinator, Lou DiGuiseppe, advised council that the PECO Training Drill will be held in November; and orientation for elected official is being scheduled for October (both dates tbd).

Library: Mr. Rittenhouse reported that the library is open for full service and will continue the curbside pickup. A shredding event is planned for 2022, for which they are seeking sponsorship.

Financial Reports: Posted.

APPROVAL OF THE REPORTS

Motion made by Mr. Sweeney to approve the reports as submitted; motion seconded by Mr. Kern. All in favor, motion carried.

PUBLIC COMMENT

UNFINISHED BUSINESS

1. Main Street and Yost Avenue Public Parking Improvements Project

Mr. Rittenhouse reported that the project is on schedule for November bidding. The project is under 1-acre of disturbance so review by the Chester County Conservation District is not required; a waiver from the Borough’s CCCD submission requirement should therefore be considered.

Motion made by Mr. Shaner to waive the CCCD submission requirement for the parking lot project; motion seconded by Mr. Sweeney. All in favor, motion carried.

2. Comcast Franchise Agreement Renewal

No update. A future meeting with Comcast representatives will be coordinated.

3. Zoning Hearing Board Alternate Vacancy

Council was reminded of the vacancy and to consider candidates for the 3-year term.

4. 420 Penn Street

The use has been vacated and the silo was removed; the ZHB appeal was withdrawn; an \$1,800.00 fine was paid by the property owner.

5. Hunsberger Tract Land Development Plan

Improvements to Hunsberger Road, and grinder pump details are being addressed for final plan approval.

Both Mr. Sweeney and Mayor Kern said they receive complaints about the Spring Hill development. Mr. Rittenhouse responded that Lennar has been proactively addressing the concerns of the neighboring residents. He will provide them both with Lennar's contact information. Drainage on Wall Street and Pikeland Avenue was mentioned. Mr. Bauman explained that the drainage problem at the multi-municipal intersection stems from issues on both the East Pikeland and East Vincent Township sides; neither have addressed it.

6. Recycling Agreement Dispute

The penalty clause was invoked and a \$10,775.00 fine assessed. Representatives from Eagle Disposal met with borough staff to discuss the collection issues, remedies, and reduction of the fine. Mr. Shaner suggested a \$2,000.00 reduction. Mr. Sweeney suggested cutting it in half. Mr. Bauman also suggested half.

Motion made by Mr. Sweeney to reduce the penalty to half and Eagle Disposal issuing an apology letter taking full responsibility; motion seconded by Mr. Kern. Mr. Shaner opposed the motion. Vote 3-1, motion carried.

NEW BUSINESS

1. Act 50 Small Wireless Facilities

Mr. Hovey explained the legislation regulating small wireless facilities to deploy 5G wireless technology as mandated by the State. The panel-style box and antenna are mounted on utility poles, it generates less power, and it collects and transmits signals in a short range from one another. Two ordinances are required: one to address the right-of-way location, permitting and annual fees; the other is a zoning amendment to include design standards.

Motion made by Mr. Shaner for the solicitor to draft and advertise the required ordinances for small wireless facilities; motion was seconded by Mr. Kern. All in favor, motion carried.

2. Resignation of Councilor Amy Miskiewicz

Council took no action on the resignation letter submitted by Amy Miskiewicz. The automatic acceptance is date is September 16, 2021 and council will have 30 days from that date to appoint someone to fill the vacancy for the remaining term.

READING OF THE PAYMENT OF THE BILLS

General Account:

(Office) PECO \$529.61; Wolf Baldwin \$1,080.00; H.A. Berkheimer \$83.66; 21st Century Media \$75.00; Verizon \$198.13; **Total \$1,966.40.**

(Streets) Chester County Treasurer \$676.43; Flexible Benefits Plans \$3,379.95; PECO \$31.74; Eagle Disposal \$5,541.90; Limerick Hardware \$798.77; Wolf Baldwin \$725.90; A.J. Blosenski \$7,903.25; AirGas \$28.86; Provident \$67.01; Wex Bank \$394.20; CCSWA \$4,918.05; **Total \$24,465.66.**

(Police) Flexible Benefits Plans \$3,948.43; ServPro \$488.50; Wolf Baldwin \$435.00; PAW \$644.62; American General Life Insurance \$668.00; Borough of Pottstown \$100.00; Verizon \$341.20; Provident \$26.10; Wex Bank \$991.65; Witmer \$62.00; **Total \$7,705.50**

Sewer Account: Flexible Benefits Plans \$3,389.30; Controlex Service Corp. \$560.00; Wind River Environmental \$2,112.00; ADS \$267.37; PECO \$2,066.83; deCordre Automotive \$119.07; M.J. Reider \$726.00; Little's \$268.83; Wolf Baldwin \$720.00; PA One Call \$18.25; AT&T \$183.06; PAW \$93.86; American Brokers Insurance Co. \$3,341.00; Verizon \$226.72; Cigna \$91.20; Wex Bank \$47.00; USALCO \$2,302.52; A.J. Blosenski \$525.00; T.L. Conrad Electric \$1,224.00; J.C. Ehrlich \$69.00; Emergency Systems & Service \$1,131.12; **Total \$19,603.14.**

Street Light Fund: PECO \$4,607.63; **Total \$4,607.63**

Planning, Zoning & Housing Fund: Thomas P. Corcoran \$150.00; Wolf Baldwin & Associates \$2,635.00; Bauer Landscaping \$200.00; Robert L. Brant & Associates \$1,633.25; Motley Associates \$8,144.80; **Total \$12,763.05**

Parks & Recreation Fund: PECO \$58.84; United Site Services \$156.01; PAW \$110.79; **Total \$325.64**

CRP Grant Consulting Fund: ARRO Consulting \$540.00; URDC \$7,622.00; **Total \$8,162.00**

Building & Property Fund: Brian Thornton & Sons Electric \$178.40; PAW \$24.54; **Total \$202.94**

Insurance Fund: Ron Black Agency/The Laskey Group \$2,106.00; **Total \$2,106.00**

Workers Compensation Fund: Ron Black Agency/The Laskey Group \$275.00; **Total \$275.00**

Motion made by Mr. Bauman to accept the bills for payment as submitted; motion seconded by Mr. Sweeney. All in favor, motion carried.

ANNOUNCEMENTS

Mr. Shaner announced the following meeting schedule: **Sewer Committee** 09-09-2021 at 6:30 pm; **Planning Commission** 09-15-2021 at 6:30 pm; **Park and Recreation Committee** 09-16-2021 at 6:00 pm; **Police Committee** 09-16-2021 at 6:30 pm; **Finance and Ordinance Committee** 09-22-2021 at 6:30 pm. The next **Borough Council** meeting will be 10-04-2021 at 7:00 pm.

Mr. Shaner announced that an Executive Session with no action to follow will commence upon adjournment of the public meeting.

ADJOURNMENT

There being no further business, a motion was made by Mr. Sweeney to adjourn the meeting; motion seconded by Mr. Kern. All in favor, the meeting was adjourned.

Respectfully submitted by

Kisha Tyler, Assistant Borough Manager

FINANCIAL REPORT FOR THE MONTH OF AUGUST 2021

The following figures represent the balance in each Department as appropriated in the 2021 Budget.

<u>GENERAL GOVERNMENT</u>		<u>% UNSPENT</u>
General Government	\$ 77,393.58	36%
Protection to Persons and Property	\$ 179,392.47	37%
Planning, Zoning and Housing	\$ 183,063.57	75%
Streets and Highways	\$ 208,199.14	40%
Street Repaving	\$ 262,746.00	100%
Parks and Recreation	\$ 27,588.29	82%
Insurance	\$ 64,481.00	87%
Street Lighting	\$ 12,449.75	24%
Library	\$ 0.00	-
Liberty Fire Company	\$ 30,000.00	100%
Association Dues and Expenses	\$ 1,353.12	64%
Building and Property	\$ 40,949.76	83%
1% Tax Collection	\$ 2,060.11	41%
OPT Tax Collection	\$ 174.99	70%
Workers' Compensation	\$ 3,214.00	9%
Engineering and Consulting	\$ 22,984.00	66%
CRP Grant Consulting	\$ 134,729.00	82%
CRP Grant	\$ 750,000.00	100%
Comprehensive Plan	\$ 60,000.00	100%
MS4 Project	\$ 105,000.00	100%
<u>SEWER ACCOUNT</u>	\$ 525,898.45	64%

This report reflects all wages and bills paid through August 31, 2021.

Tax Collector's Monthly Report to Taxing District

Taxes Included: SPRING CITY BOROUGH TAX / BOROUGH PER CAPITA / OCCUPATION TAX

For The Month of : 7/27/2021 00:00:00 To 8/30/2021 23:59:59

	Municipal/County			School			Per Capita	Others	Totals
	Current	Interim	Other	Current	Interim	Interim/Other			
A. Collections									
1. Balance Collectable -Beginning of the Month	\$30,118.17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,335.00	\$10,212.50	\$47,665.67
2A. Additions: During the Month	\$0.00	\$61.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$61.99
2B. Deduction: Credits During the Month from 17									
3. Total Collectable	\$30,118.17	\$61.99	\$0.00	\$0.00	\$0.00	\$0.00	\$7,335.00	\$10,212.50	\$47,727.66
4. Less: Face Collections for the month	\$1,556.29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$93.75	\$1,725.04
5. Less: Deletions from the List	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00	\$15.00	\$25.00
6. Less: Exoneration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7. Less: Liens/ Non-lienable Installments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8. Balance Collectable -End of the Month	\$28,561.88	\$61.99	\$0.00	\$0.00	\$0.00	\$0.00	\$7,250.00	\$10,103.75	\$45,977.62
B. Reconciliation of Cash Collected									
9. Face Amount of Collections - Must agree with line 4	\$1,556.29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$93.75	\$1,725.04
10. Plus: Penalties	\$155.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7.50	\$9.41	\$172.54
11. Less: Discounts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12.Total Cash Collected Per Column	\$1,711.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$82.50	\$103.16	\$1,897.58
13.Total Cash Collected All Columns									

C. Payments or Taxes

14. Amount Remitted During the Month

Date	Transaction #	Amount
08/02/2021		\$1,219.16
08/12/2021		\$100.14
08/18/2021		\$24.75
08/23/2021		\$539.78
08/28/2021		\$13.75
	TOTAL	\$1,897.58

15. Amount Paid with this report Applicable to this reporting Month

TOTAL

\$1,897.58

16. Total Remitted this Month

TOTAL

17. Total Other Credits and Adjustments

Parcel #	Name	Amount
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18. Interest Earnings (If applicable) \$

	Taxing District Use (Optional)
Carryover from Previous Month	
Amount Collected this Month	
Less Amount Paid This Month	
Ending Balance	



8/30/21

Tax Collector

Date

I Verify this is a complete and accurate reporting of the balance collectable, taxes collected and remitted for the month

Received by (taxing district) Danina Rittenhouse

Title: Mayor

Date: 09/07/2021

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business August 31, 2021

GENERAL FUND

General Fund Receipts

Berkheimer Associates E.I.T.	\$ 32,851.04
Trash Collection Fees	\$ 29,423.00
Accident Reports	\$ 90.00
Bulk Pickups	\$ 945.00
Building Permits	\$ 2,415.00
Berkheimer OPT	\$ 60.51
Realty Transfer Tax	\$ 6,769.35
Local Fines	\$ 281.11
County Fines	\$ 51.96
Parking Tickets	\$ 210.00
U&O Inspections	\$ 220.00
DCED Funds	\$172,861.20
Dumpster Permits	\$ 350.00
Taxes	\$ 70,496.43
Lease Dwelling Fees	\$ 3,644.00
Zoning Permits	\$ 50.00
Fee in Lieu of Taxes	\$ 6,310.48
Trash Certs	\$ 120.00
Refund	\$ 60.00
RTK Copies	\$ <u>10.25</u>
 Total Deposits to General Fund	 \$ 327,219.33

Withdrawals:

By Orders #30296 – 30319	
#15783 – 15820	\$118,368.91
 Intra Fund Transfer	 \$190,000.00
 Balance on Account – Checking	 \$ 52,122.75

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business August 31, 2021

SEWER FUND

Sewer Receipts

Sewer Rents	\$ 116,798.78
Sewer Certs	\$ 120.00

Total Deposits	\$116,918.78
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Withdrawals:

By Orders #8842 – 8863	
#22346 – 22357	\$ 33,450.51

Intra Fund Transfer	<u>\$150,000.00</u>
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Balance on Account	\$ 90,723.59
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Respectfully submitted,

Dennis Rittenhouse